

United States Bankruptcy Court  
Western District of Pennsylvania

Electronic Case Filing Training Registration Form

The Bankruptcy Court's Case Management/Electronic Case Filing (CM/ECF) system allows attorneys to file documents electronically.

The Clerk is offering training to be conducted in the Clerk's Office for filing documents electronically with the Court via the Internet. Attorneys who have taken the training course will be allowed to file documents electronically. Attorneys will be eligible to earn 4 Pennsylvania Continuing Legal Education credits at a cost of \$1.50 per credit.

Attorneys, paralegals, secretaries, and other law office staff involved with filing documents should attend the training. Attorneys will need to take a test prior to receiving a password and login to file documents. The test can be taken at the attorney's office or any other site with Internet access.

You can get more information about CM/ECF at the Court's Website. The URL is <http://www.pawb.uscourts.gov>

Please designate a contact person to complete this form and return it to the Clerk's Office at the street address or e-mail address listed below.

Training Date: \_\_\_\_\_

Name of Contact: \_\_\_\_\_

Attorney/Law Firm: \_\_\_\_\_

Street Address: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_

e-mail address: \_\_\_\_\_

Districts in which attorney already files electronically: \_\_\_\_\_

Mail the completed registration form to the U. S. Bankruptcy Court, Attn: Connie Takacs, 5414 U.S. Steel Tower, 600 Grant Street, Pittsburgh, PA 15219, or reply by e:mail to [Connie\\_Takacs@pawb.uscourts.gov](mailto:Connie_Takacs@pawb.uscourts.gov). Please specify "Training Registration Form" as the subject and include the requested information in the e-mail.

**Do not submit this form if you have already received CM/ECF training or have been contacted by a member of the Clerk's staff to attend training. Thank you.**

John J. Horner  
Clerk, U.S. Bankruptcy Court